

Serve Idaho Commission Meeting Minutes  
April 16, 2014  
Residence Inn Boise West

Commissioner Attendees: Emily Baker, Clint Blackwood, Patricia Eriksen, Henry Henscheid, Mike Jensen, Cindy Jesinger, Bill Langer, Lynn Muehlfeit, Kristen Tracy, Jackie Wright, April Durant (Ex-Officio)

Staff Attendees: Renee Bade, Renee Cox, Alexis Neufeld, Sue Simmons ½ day

Guest: Amy Dailey (Corporation for National and Community Service)

Absent: Pam McGarry, Tina Naillon, and Hunter Van Bramer

9:00 a.m.: Meeting called to order by Chair Kristen Tracy. Followed by Introductions.

Review and approve agenda: Mike Jensen moved to approve, Emily Baker seconded the motion, which passed unanimously by voice vote.

Review and approve previous commission meeting minutes: Motion to approve by Henry Henscheid, seconded by Clint Blackwood, motion passed unanimously by voice vote.

Chairman's report: Kristen thanked Pat Eriksen for acting as pro-tem secretary until elections. Bill Langer moved to approve pro-tem secretary, seconded by Clint, unanimously approved by voice vote. \*Talking points: Kristen thanked Susan Steel and Robert Cope for their service on the commission. \*President's budget for 2015, Notices of Funding Opportunity under the national institute of aging, \*Association of service commission and their guiding principles, \*general reminder for responsible social media use by commissioners.

Administrators report: Renee Cox submitted a request for the full \$250,000.00 which is a \$50k increase over last year. Still waiting for the commission support application instructions. \*Looking for additional partnerships and sponsorship including public service for in-kind contributions, PSA's for movie trailers will run May 16th-Sept. 25<sup>th</sup>, PSA's for Idaho Broadcasters Association on America's Promise license plates. \*Staff Renee B., Renee C., and Alexis Neufeld spoke to Middleton H.S. Sophomores about volunteerism and national service. \*All applications for commissioner reappointments will go to Governor Otter in one packet. \*From this point forward commissioners are asked to print off the Agenda and Minutes and bring to the meeting.

Financial report: Renee C. gave financial report. Report documents available upon request.

Program report: \*April Durrant reported on the Idaho Collaboration call/webinar on cross-string collaborating with other programs, such as Vista, Sr. Corps, AmeriCorps, and NCCC. Calls will become a quarterly event. Next call will be May 29<sup>th</sup> at 4:00 p.m. At the

April program director meeting, Cole McMahon from Maryland gave presentation on "Bringing out the Best in AmeriCorps Members and Sustainability for AmeriCorps Programs", including new application instructions. \*Program Directors would like to hear from commissioners. \*Reported on site visits and upcoming site visit dates. \*Renee C. added that LCSC did not receive a clarification letter for being funded next year. Will continue to try to get funding, but will know for sure in May if they will be funded. \*Idaho Dept. of Health & Welfare rewrote their grant, it is posted on the website.

AmeriCorps Week: Renee B. reported on service week. Idaho at Play has new Facebook page. This year is the 20<sup>th</sup> anniversary of AmeriCorps. Gave calendar for AmeriCorps activities for the remainder of 2014.

VISTA/Senior Corps update: Amy Dailey reported Paul Montero is the new Vista Director. She explained some of the plans to change "mission and vision" of the corps. Lachelle Smith and April are looking for new VISTA projects and outreach programs.

2014 Serve Idaho Conference report: Bill reported on the success of the conference. Participation numbers were high.

Team Building: Mike: Jeopardy game based on Commissioners response to online interest survey (we need to know why Tina Naillon's nickname was "Muhammad").

Update on AmeriCorps PSA: Renee C. showed a PSA on AmeriCorps to be played on TV stations and radio broadcast promotions. In-kind is being captured on frequency of play.

State Service Plan - Commissioner responsibilities: Mike and Kristen distributed a handout on the State Service Plan with the Serve Idaho 3 goals which include Output, Outcome and the Commissioners role which is reporting what we have done. Commissioners not only need to attend events, but most importantly, report it to Staff.

Ad Hoc committee meetings:

Disaster Committee: Clint encouraged commissioners to go online to [www.ready.gov](http://www.ready.gov) to learn about preparation for disasters. There have been a number of changes since the commission submitted the Serve Idaho Volunteer Reception Center Document Plan, which need to be addressed. Clint also recommended the following trainings at the following links:

NIMS 700: <http://emilms.fema.gov/IS700aNEW/index.htm>

ICS 100: <http://emilms.fema.gov/IS100b/index.htm>

IS 800: <http://emilms.fema.gov/IS800B/index.htm>

ICS 200: <http://emilms.fema.gov/IS200b/index.htm>

Talk to county to take 300 level class. E-mail Clint at [cblackwood@co.jerome.id.us](mailto:cblackwood@co.jerome.id.us) when you have taken the class.

Conference Committee: Bill made a motion to set up a committee to address a 2015 conference, which died for lack of a second. Henry made a motion to establish an Ad Hoc conference committee for 2015, Cindy Jesinger seconded the motion, which passed by unanimous voice vote.

Open Meeting Laws: Tracey Rolfsen's presentation defined Governing body of a public agency, Regular meetings, Special meetings, Executive Session notice and agenda, conduct of meeting, telecommunications devices, meetings not open to the public, minutes. Executive session rules, (need roll call vote by 2/3 majority. Penalties may be levied for enforcement of executive sessions). Tracey handed out Idaho Open Meeting Law Manuals to all in attendance.

Dept. of Labor update: Sue Simmons: \*3 area unemployment insurance operations are moving offices to 317 West. Main (Boise local office), \*Unemployment numbers for the state are going down, however, there are a number of layoffs going on throughout the state. \*Apprenticeship programs are being encouraged. \* Legislature approved a 1% permanent merit increase for state employees, and a 1% one-time increase for all state employees. \*Retraining managers and supervisors for better consistency and training across the dept.

Standing committee meeting and report out:

Membership Committee: Clint: currently there are 14 active commissioners. 3 commissioners terms have expired, but they wish to be reappointed. 2 positions need to be filled - Susan Steel and an elected official to replace Bob Cope, from southeast section of the state. Goal is to have 16 active commissioners. There cannot be less than 14. We have an application from Georgia Dimick from Oakley. Kara Brascia, and Randy'l Teton (from the Shoshone Bannock tribe) are expected to apply. Governor Otter will make the final determination.

Marketing Committee: Henry: Emily Baker has developed a tool that will collect information from commissioners: the link to the form and commissioner account on Google Docs has been sent- commissioners should bookmark it. No one else can access the Commissioner Activity Database. Power Point quarterly reports, contacts, other information are also available here. If you have any trouble with this site, contact Emily.

Commissioner wrap up: Kristen and Mike \*If anything needs to go on the calendar let Renee B. know. \*Bill set up Governor's Brightest Star award in Silverton, Idaho for Catherine Owens, Senior division volunteer award, on her 100<sup>th</sup> birthday. Bill presented her the plaque, certificate, and a pin, and both of their pictures were in the paper.

Next meeting July 15<sup>th</sup>, 2014

Bill moved to adjourn the meeting at 4:53. Mike seconded the motion which passed unanimously by voice vote.